

September 4, 2008

A Regular Meeting of the Board of Fire and Police Commissioners was held on the above date, commencing at 5:42 P.M.

PRESENT: Commissioners: Leonard J. Sobczak, Chair
Ernesto A. Baca
Earl A. Buford
Richard C. Cox
Kathryn A. Hein
Carolina M. Stark

ALSO PRESENT: Douglas Holton, Chief, Milwaukee Fire Department; and Edward Flynn, Chief, Milwaukee Police Department.

The Chair reconvened the Board in Regular Session, having previously met in Executive Session from 4:35 p.m. to 5:40 p.m. pursuant to Section 19.85 (1)(c) Wis. Stats. to consider employment, promotion, compensation or performance evaluation data of any public employee over whom the Board has jurisdiction or exercises responsibility, to wit: performance evaluation of Fire Chief Douglas Holton.

The Chair introduced Commissioner Carolina M. Stark and welcomed her to the Board.

The Director presented for adoption minutes of the Committee on Rules and Complaints of July 24, 2008. Commissioner Cox moved approval of the minutes as presented, seconded by Commissioner Baca. The motion carried unanimously.

The Director presented for adoption minutes of the Regular Meeting of July 24, 2008. Commissioner Baca moved approval of the minutes as presented, seconded by Commissioner Buford. The motion carried unanimously.

1. UNFINISHED BUSINESS:

The Director announced that the reclassification request related to the position of Administrative Lieutenant of Police had been removed from the agenda.

a) The Director returned to the Board a request from the Police Department to reclassify two positions of Document Examiner to Forensic Video Analyst. In a report dated August 28, 2008, Maria Monteagudo, Director of the Department of Employee Relations (DER), recommends that in the Positions Ordinance, under Police Department, Administrative Services Decision Unit, Identification Division, delete two positions of "Document Examiner" and add two positions of "Forensic Video Examiner," a different title than requested. Andrea Knickerbocker, DER Human Resources Manager, was present and commented on the classification process. Commissioner Cox moved approval of the recommendation, seconded by Commissioner Hein. John Balcerzak, President of the Milwaukee Police Association, did not dispute the recommendation but requested that DER remember to contact the Labor Negotiator to get new job titles reflected in the labor contracts. On the call of the question, the motion carried unanimously.

The Director also returned to the Board a request to reclassify the Police Department position of Printing and Stores Supervisor to Police Printing & Facilities Manager. In a report dated August 28, 2008, Ms. Monteagudo recommends that in the Salary Ordinance, under Salary Grade 005, delete the title "Printing and Stores Supervisor" and add the title "Printing, Stores, and Building Services Supervisor," a different title than requested. Also, in the Positions Ordinance, under Police Department, Community Services Division, Printing and Stores Section, delete one position of "Printing and Stores Supervisor" and add one position of "Printing, Stores, and Building Services Supervisor." Ms. Knickerbocker explained the classification process and why a change in salary was not recommended. Commissioner Stark asked how much consideration is given to the increased level of skill required of a position. Ms. Knickerbocker answered that the primary focus of a reclassification is the level of responsibility required. Some weight may be given when the skill level greatly increases, but there was not enough of an increase in this case. Commissioner Stark moved approval of the recommendation, seconded by Commissioner Baca. The motion carried unanimously.

2. NEW BUSINESS:

a) The Chair read aloud a resolution from the Common Council to Roy B. Evans in recognition of his many valuable contributions to the community through his years of service to the Administrative Review Appeals Board. Mr. Evans accepted the resolution and also spoke about his service to the Fire and Police Commission as a part-time Hearing Examiner.

b) The Director announced that the Board's meeting agendas and news releases have been combined into one document. The agenda will be available through the City's E-notify system. The agenda will also be on the Board's website in a hyperlink format so that agenda-supporting documents can be viewed on line.

The Director also announced that the next meeting of the Board will be on September 18, 2008 at the Department of Public Works maintenance facility conference center located at 3850 N. 35th Street, beginning at 6:00 p.m.

3. EXAMINATIONS:

a) The Director presented for approval an examination announcement bulletin for the position of Fire Captain in the Fire Department. The Director noted that any applicant who is unable to take any portion of the exam due to military service or training may request an accommodation to take the exam at a later date. Commissioner Cox moved approval of the bulletin, seconded by Commissioner Stark. The motion carried unanimously.

4. FIRE DEPARTMENT:

a) The Director presented two letters dated August 27, 2008, from Acting Chief Brian Glassel, wherein he nominates Fire Captains Ralph M. Gallow and Daniel J. Holton to the exempt position of Battalion Chief, Fire in the Fire Department, to be effective September 21, 2008. Pursuant to Rules of the Board, final action on this nomination was laid over to permit the nominees to be interviewed.

b) The following appointment, as presented by Acting Chief Glassel, was approved by the Board:

TO FIRE EQUIPMENT REPAIRS SUPERVISOR, from city-wide application process, contingent upon successful completion of a medical and drug screening, effective September 8, 2008:

MICHAEL J. REID.

c) The Director presented a letter dated August 27, 2008, from Acting Chief Glassel, wherein he notifies the Board that temporary Fire Equipment Repairs Supervisor James G. Schmidt has reverted to his former position of Fire Equipment Mechanic effective September 8, 2008. Mr. Schmidt had received a temporary appointment to the supervisor position at the March 20, 2008 meeting and an extension at the April 17, 2008 meeting.

d) The Director presented a letter dated August 26, 2008, from Acting Chief Glassel, wherein he notifies the Board that the Medical Leave of Absence granted to Firefighter Phillip Krawczyk has been changed to a duty disability pension retroactive to March 8, 2008.

e) Chief Douglas Holton presented the Fire Department Significant Injury Plan which covers serious injuries at any scene the Fire Department is called to. There were some very unusual injuries this year. They were analyzed and investigated as to the cause (defective equipment, not following procedures, etc.) so preventive measures could be developed and implemented. Deputy Chief Michael Jones detailed the kinds of injuries that had been experienced and explained how the plan works. He reported that it has been very successful.

5. POLICE DEPARTMENT:

a) The Director presented two letters dated September 4, 2008, from Chief Edward Flynn, wherein he nominates Captains of Police James Harpole and Gregory Habeck to the exempt position of Assistant Chief of Police in the Police Department, to be effective September 21, 2008. He also presented a letter dated August 21, 2008, from Chief Flynn, wherein he nominates Latent Print Examiner Douglas B. Knueppel to the exempt position of Chief Document Examiner, to be effective September 21, 2008. Pursuant to Rules of the Board, final action on these three nominations were laid over to permit the nominees to be interviewed.

b) The following promotions, as presented by Chief Flynn, were approved by the Board:

TO LATENT PRINT EXAMINER, an exempt position, contingent upon successful completion of a drug screening, effective September 22, 2008:

MATTHEW MAUDLIN.

TO OFFICE ASSISTANT II, from Office Assistant I, effective September 7, 2007:

CYNTHIA J. WALKER.

TO OFFICE ASSISTANT II, from Office Assistant I, effective September 21, 2007:

JANET E. ADAME and MARIANICOLE SCAFFIDI.

TO POLICE DISTRICT OFFICE ASSISTANT, from Office Assistant I, effective September 7, 2007:

SELENA R. FERGUSON.

c) The following appointments, as presented by Chief Flynn, were approved by the Board:

TO AUDIOVISUAL SPECIALIST II, from Department of Employee Relations (DER) eligible list, contingent upon successful completion of a background investigation, medical exam, and drug screening, effective September 22, 2008:

JON D. RIEMANN.

TO OFFICE ASSISTANT I, from DER transfer list, contingent upon successful completion of a medical exam and drug screen, effective September 8, 2008:

KATIE M. CHAPMAN.

TO OFFICE ASSISTANT I, from DER eligible list, contingent upon successful completion of a medical exam and drug screen, effective September 8, 2008:

DAWN C. LAWRENCE.

TO SCHOOL CROSSING GUARD, with effective dates:

WILLIE C. CLARK (7/31/08), LUCILLE A. ROXBURY (8/11/08), KENNETTA I. BANYARD (8/14/08) and MARY L. LAUREANO (8/13/08).

TO SUBSTITUTE SCHOOL CROSSING GUARD, with effective dates:

JOSEPH W. WOODLIN (7/29/08), SANDRA L. KUROZAWA (8/8/08) and THELMA L. BERRY (8/13/08).

d) The Director presented a letter dated August 13, 2008, from Chief Flynn, wherein he requests that the appointments to Police Aide of #1–Spenser T. Moody, #15–Diego Ornelas, #18–Jeremy Lubus, #21–Sabree S. Shabaka, #25–Jeffery L. Wright, #43–Mackenzie C. Koster, #56–Chase A. Williams, #57–David J. Saugstad, and #59–Jonathan J. Young, approved at the July 24, 2008 Regular Meeting, be rescinded as they did not qualify for the position. Commissioner Cox moved to rescind the appointment, seconded by Commissioner Baca. The motion carried unanimously.

e) The Director presented two letters dated July 31, 2008, from Assistant Chief Monica Ray, wherein she informs the Board that the appointment of Nicole Y. Spencer to Office Assistant I was effective July 14, 2008, not July 13; and the reappointment of Jennifer L. Soto to Office Assistant II was effective August 18, 2008, not July 14, 2008. Both of these appointments were approved at the July 10, 2008, Regular Meeting.

f) The Director presented a letter dated August 20, 2008, from Chief Flynn, wherein he presents a request from Office Assistant III Patricia Ann Kroening for voluntary demotion to her former rank of Office Assistant II, to be effective September 7, 2008. Commissioner Cox moved approval of the request, seconded by Commissioner Baca. The motion carried unanimously.

g) The Director presented a letter dated August 14, 2008, from Chief Flynn, wherein he notifies the Board that Police Officer Nicole Noet has been granted a one year Educational Leave of Absence to commence August 24, 2008 and expiring August 24, 2009.

h) The Director presented a letter dated August 27, 2008, from Chief Flynn, wherein he requests that an examination be conducted for the position of Police Aide as soon as possible as all current position vacancies could not be filled. The Chair referred the request to the Department of Employee Relations for implementation.

i) The Director presented a draft organizational chart of the Milwaukee Police Department. Chief Flynn spoke of his decision to group the department's functions in four areas, each under an Assistant Chief. Significant changes have been made to the Chief's office, and the Neighborhood Task Force is now a permanent entity. John Balcerzak, President of the Milwaukee Police Association, thanked the Chief for meeting with the union in advance on this matter and stated they have no objection to the proposed reorganization. Commissioner Cox moved approval of the chart, seconded by Commissioner Baca. The motion carried unanimously.

6. PUBLIC COMMENT:

Mr. Balcerzak welcomed the two newest Commissioners on behalf of the Milwaukee Police Association.

7. ADJOURNMENT:

Commissioner Baca moved to adjourn the meeting, seconded by Commissioner Buford. The motion carried unanimously.

The meeting concluded at 6:20 P.M.

Respectfully submitted,



Michael G. Tobin
Executive Director

MGT:REK:rk